

Community Preservation Act Committee (CPAC)
Meeting Minutes
Thursday, December 17, 2009

The meeting was called to order at 7:03 pm by Peter Jessop, Chair, in the Town Room at Town Hall.

COMMITTEE MEMBERS IN ATTENDANCE:

Denise Barberet, John Gerber, Louis Greenbaum, Michael Jacques, Peter Jessop, Chair; Ellen Kosmer, Mary Streeter, Clerk; Vince O'Connor, Vice Chair (left 9:00); Stan Ziomek

STAFF / OTHERS IN ATTENDANCE: Sonia Aldrich, Linda Chalfant, Roy Rosenblatt, Jonathan Tucker, Dave Ziomek, Diana Stein

Agenda

1. Brief overview from staff liaisons on the proposals submitted last Friday
 - a. 7:05 pm Affordable Housing
 - b. 7:20 pm Historic Preservation
 - c. 7:35 pm Open Space
 - d. 7:35 pm Open Space - Recreation
2. Review financial status
3. Discuss setting aside money in a reserve fund
4. Discuss projects submitted and schedule presentations
5. Approve any minutes
6. Adjourn

Housing – Roy Rosenblatt

Roy described the three housing proposals:

	University Drive 44 units of affordable senior housing
\$150,000	reallocated CPA funds from the Mortgage Subsidy Program
\$750,000	over a ten-year period
	Housing Authority Renovations
\$145,000	Phase I (plus \$600,000 in CDBG funds) for 10 existing units (Phase 2 \$205,000 in future CPA funds)
\$50,000	Habitat for Humanity 4 th home plus solar equipment

Historic Preservation – Jonathan Tucker

Jonathan outlined the following historic preservation projects:

	Library \$82,000
\$40,000	Roof Restoration over older part of library
\$30,000	HVAC for 3 rooms in Special Collections
\$12,000	exterior work at North Amherst Library
	Historical Commission \$ 306,900
\$ 100,000	West Cemetery headstone & monument restoration, Second Phase (1870 section)
\$ 10,000	Town Clerk Archival materials conservation/restoration
\$ 10,000	Special Collections Archival materials conservation/restoration
\$ 45,000	Amherst History Museum rehabilitation (ell roof, electrical, windows)

\$ 50,000	Emily Dickinson Museum rehabilitation (ceiling repairs) insurance?
\$ 25,000	Town Common historical research & survey
\$ 25,600	575 North East Street compensation (year 4 of 5)
\$ 41,300	Town Hall masonry (year 3 of 10)

Open Space – David Ziomek

Dave described the 5 parcels under consideration for CPA funding. He will soon have the appraisal results. The requested amount is unlikely to cover all the properties. He will have more specifics and a prioritized listing in January or February.

	Conservation Commission \$175,000
\$ 25,000	Surveys and Appraisals
\$150,000	Land conservation
	Stosz (Market Hill Road) 25 acres
	Szwacz (Meadow Street) 8 acres
	Andrews/LaVerdiere (Meadow Street) 20 acres
	Poor (Pomeroy Lane) 50 acres
	Cole (Route 116) 12 acres

\$ _____	South Amherst Conservation Association
	Set aside funds for a future land purchase of Rock Farm on South East Street

Open Space – Recreation – Linda Chalfant

Linda described a property on East Pleasant that LSSE feels is particularly desirable for recreation purposes because it is near the center of town and 2 schools. This parcel is currently on the market, but the Town had a verbal right of first refusal with Mr. Hawthorne, Sr.

	LSSE \$189,666
\$150,000	Hawthorne Farm Land acquisition
\$ 39,666	Plum Brook Recreation Area (year 6 of 10)

Review financial status of fund

We reviewed financials. We will have approximately \$500,000 available to fund projects.

Discuss setting aside money in a reserve fund

We decided to discuss this at the next meeting.

Discuss projects submitted and schedule presentations

Denise read a draft of a follow-up letter to be sent to submitters of proposals. Sonia and Peter will send out the letter that will include a schedule of presentations. We would like to receive written materials at least 5 days ahead of time. The Historic Preservation and Affordable Housing proposals will be presented on Jan. 21, 2010 and the Open Space and Recreation proposals will be presented on Feb. 4, 2010.

Posting proposals on the Town website

Mary circulated a draft of the CPA web page which has links to the proposals recently submitted.

Motion by Stan, 2nd by Mike to post submitted proposals on the Town website.

VOTED 8-0 (Vince had left)

MINUTES

Motion by Stan, 2nd by Mike to approve the minutes of **9/17/09. VOTED 8-0** (Vince had left)

Motion by Stan, 2nd by Mike to approve the minutes of **10/15/09. VOTED 8-0** (Vince had left)

ADJOURNMENT

A motion to adjourn at 9:15 pm was made and voted unanimously.

NEXT MEETINGS

Our meetings will usually occur on the third Thursday of the month from September through April. Our next meeting will be **January 7, 2010 at 7:00 pm** in the Town Room of Town Hall. Additional meetings are scheduled for Jan. 21, Feb. 4 & 18, March 18, April 15, 2010.

DOCUMENTS DISTRIBUTED

- Agenda
- Spreadsheet "Financial Status for CPA Funds" 12/14/09, 1 page
- Ongoing Project Balances as of 12/14/09, 1 page
- Community Preservation Fund Articles Authorized by Fiscal Year and Category as of 12/14/09, 4 pages
- Preliminary Funding Proposal from David Ziomek 12/10/09, 3 pages
- Proposed Fiscal Year 2011 CPA Historic Preservation Projects (Amherst Historical Commission) as recommended for approval 12/8/09, 1 page
- Emily Dickinson Museum Summary Proposal for Community Preservation Act Funding 12/10/09, 1 page
- Housing Proposal for CPA funding from Amherst Housing Authority Board of Commissioners 12/10/09, 2 pages
- Letter from Ray Frieden, Director, Bureau of Housing Development and Construction 12/7/09, 1 page
- Habitat for Humanity Request for CPA Funding from MJ Adams 12/9/09, 5 pages
- University Drive Affordable Housing Development proposal from Housing Partnership/Fair Housing Committee 12/10/09, 4 pages
- Amherst LSSE proposal submitted by Linda Chalfant 12/10/09, 4 pages
- Proposal for CPA Funding from Bonnie Isman, Library Director 12/10/09, 2 pages
- Proposal for CPAC funds for purchase of the old Rock Farm on South East Street from Carol Gray for the South Amherst Conservation Association 12/10/09, 3 pages
- Minutes of 9/17/09, 2 pages
- Minutes of 10/15/09, 2 pages
- Attachment #1 Context Map depicting Hawthorne property 10/30/09, 1 page
- Proposal from Amherst Historical Society submitted by Patricia Lutz, Director 12/8/09, 9 pages
- Amherst Village – University Drive Site Predevelopment Budget spreadsheet, 12/10/09, 1 page
- 4 Maps of West Cemetery 12/17/09, 4 pages
- Amherst Historical Commission FY10 Project Completion Priorities & Status, 1 page

Respectfully submitted by Mary Streeter, Clerk

Approved February 4, 2010